



General information package of the University of Macerata (I MACERAT01) for the 2021-2022 academic year.

### UNIVERSITÀ DEGLI STUDI DI MACERATA - UNIVERSITY OF MACERATA

Erasmus ID code of the Institution	I MACERAT01
Official web page	<a href="http://www.unimc.it/it">http://www.unimc.it/it</a> (Italian); <a href="http://www.unimc.it/en">http://www.unimc.it/en</a> (English)
Legal Representative of the Institution	Prof. Francesco ADORNATO – Rector – Via Crescimbeni, 30/32 Palazzo Romani Adami - 62100 MACERATA - ITALIA Phone + 39 0733 258.2410 fax +39 0733 258.2689 @: <a href="mailto:rettorato@unimc.it">rettorato@unimc.it</a>

### INTERNATIONAL MOBILITY OFFICE – UFFICIO MOBILITÀ INTERNAZIONALE

Via Pescheria Vecchia 8, 62100 Macerata - Italia

Home page: <a href="http://iro.unimc.it/it/internazionale">http://iro.unimc.it/it/internazionale</a>	<b>Incoming Erasmus:</b> <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students</a>	@: <a href="mailto:cri@unimc.it">cri@unimc.it</a>
	<b>Incoming students within Extra UE Bilateral Agreements:</b> <a href="http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements">http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements</a>	
Delegate of the Rector for International Relations	Prof. Benedetta GIOVANOLA Phone: + 39 0733 2582554 fax +39 0733 258.2530 @: <a href="mailto:cri@unimc.it">cri@unimc.it</a>	
Head of the International Relations Office	Antonella TIBERI Phone + 39 0733 258.6040 fax +39 0733 258.6039 @: <a href="mailto:antonella.tiberi@unimc.it">antonella.tiberi@unimc.it</a>	
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Outgoing students Erasmus+ Traineeship Grant payment	Anna BITTARELLI Phone +39 0733 258.6067 fax +39 0733 258 6039 @: <a href="mailto:anna.bitarelli@unimc.it">anna.bitarelli@unimc.it</a>	
Support for incoming and outgoing student mobility	Anna DE SANTIS Phone +39 0733 258.2553 fax +39 0733 258 6039 @: <a href="mailto:a.desantis17@unimc.it">a.desantis17@unimc.it</a>	

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**EXTRA UE \_ BILATERAL AGREEMENTS COORDINATORS**

EXTRA UE BILATERAL AGREEMENTS			
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## GENERAL INFORMATION (UNIVERSITY OF MACERATA)

HOME PAGE	<a href="http://www.unimc.it/en?set_language=en">http://www.unimc.it/en?set_language=en</a>
ERASMUS STUDENTS WEB PAGE	<b>Erasmus students:</b> <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students</a>
INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS WEB PAGE	International students coming in the framework of <b>Extra EU Bilateral Agreements:</b> <a href="http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements">http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements</a>
ERASMUS STUDENTS ENROLLMENT PROCESS	<p><b>APPLICATION PROCEDURE</b></p> <p>Students must be nominated by their home university as soon as possible and no later than <b>June, 30th for Semester 1</b> (fall semester/full year) and <b>October, 30th for Semester 2</b> (spring semester). Please email <a href="mailto:veronique.grumel@unimc.it">veronique.grumel@unimc.it</a> with:</p> <ul style="list-style-type: none"> <li>• Students' full names and e-mail address;</li> <li>• subject area with ISCED code (very IMPORTANT);</li> <li>• semester of the mobility and tentative days of their stay.</li> </ul> <p>The University of Macerata will contact the selected students sending a welcome e-mail containing useful information, documents to submit and instructions on how to apply online for 2021-2022 Academic Year</p> <p><b>ON-LINE APPLICATION FORM</b> <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival</a></p> <p><b>ERASMUS INCOMING HOME PAGE</b> <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/administrative-procedures/before-arrival</a></p> <p><b>LETTER OF ACCEPTANCE</b></p> <p>All students whose nominations correspond to existing Erasmus Mobility Agreements are automatically accepted. The University of Macerata does not directly send official acceptance letters. Acceptance letters will only be sent for non-EU students who need a visa for Italy.</p> <p>If acceptance letters are required, the <b>sending University</b> has to address a specific request to <a href="mailto:veronique.grumel@unimc.it">veronique.grumel@unimc.it</a></p> <p>Please note that <b>non-EU students coming from a European University</b> no longer need to apply for a residence permit within 8 days of their arrival in Italy but only need to fill in a <b>Declaration of Presence</b> for the Police Headquarters in Macerata. In order to complete the <b>Declaration of Presence</b>, students need to attach a copy of their <b>residence permit issued by the country in which they are studying</b>.</p>
INTERNATIONAL STUDENTS COMING FROM EXTRA UE BILATERAL AGREEMENTS ENROLLMENT PROCESS	<p><b>APPLICATION PROCEDURE</b></p> <p>Students must be nominated by their Home University as soon as possible and no later than <b>30 June for Semester 1</b> (fall semester/full year) and <b>30 October for Semester 2</b> (spring semester). Please email <a href="mailto:veronique.grumel@unimc.it">veronique.grumel@unimc.it</a> with:</p> <ul style="list-style-type: none"> <li>• Students' full names and e-mail address;</li> <li>• subject area of the Agreement;</li> <li>• semester of the mobility and tentative days of students' stay.</li> </ul> <p>The University of Macerata will contact the selected students by sending a welcome e-mail containing useful information, documents to be submit and how to apply online for the 2021-22 Academic Year.</p> <p><b>ON-LINE APPLICATION FORM</b> <a href="http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements/enrollment-process">http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements/enrollment-process</a></p> <p><b>EXTRA-EU INCOMING STUDENTS WITHIN INTERNATIONAL AGREEMENTS HOME PAGE</b> <a href="http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements">http://iro.unimc.it/en/students/incoming-students/students-coming-within-international-agreements</a></p> <p><b>LETTER OF ACCEPTANCE</b></p> <p>Acceptance letters will only be sent for non-EU students who need a visa for Italy.</p> <p>If acceptance letters are required, the <b>sending University</b> has to address a specific request to <a href="mailto:veronique.grumel@unimc.it">veronique.grumel@unimc.it</a></p> <p>Please note that <b>non-EU students</b> staying in Italy for more than 3 consecutive months must apply for a residence permit within 8 days of their arrival in Italy.</p>



<p><b>APPLICATION DEADLINES</b> For ALL INCOMING students</p>	<p>1° semester or full Academic Year: <b>JUNE, 30<sup>TH</sup></b> 2° semester: <b>OCTOBER, 30<sup>TH</sup></b></p>
<p><b>SEMESTER DATES</b></p>	<p><b>STARTING DATES</b> 1° semester: 1<sup>st</sup> week of October 2° semester: 2<sup>nd</sup> /3<sup>rd</sup> week of February <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/didactics/academic-calendar">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/didactics/academic-calendar</a></p>
<p><b>LIST OF COURSES AVAILABLE</b></p>	<p>The University of Macerata has five Departments: - Education, Cultural Heritage and Tourism; - Political Sciences, Communication and International Relations; - Law; - Humanities – language, mediation, history, literature, philosophy; - Economics</p> <p>All Erasmus students have to <b>choose the largest proportion of CFU/ECTS credits (at least 51%) from the Department for which they are exchanging</b>. However, students may include courses from other Departments, but the total credits must not exceed those of the subject area of their Mobility Agreements.</p> <p><b>Please note:</b> some courses take place only in the first or second semester. It is important for students to choose courses that actually take place in the semester in which they come to Macerata. <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/didactics/courses">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/didactics/courses</a></p> <p>Students also have the opportunity to sit exams for both the <b>Bachelor's degree</b> (<i>Laurea Triennale</i> - indicated by L) and the <b>Master's degree</b> (<i>Laurea Magistrale</i> - indicated by LM) programmes.</p> <p><b>Courses at Unimc</b> Please note that the academic offer for the 2021-2022 academic year will not be available until June 2021.</p>
<p><b>ERASMUS STUDENTS</b> <i>LEARNING AGREEMENT</i></p>	<p>The Learning Agreement (before/during/after the mobility) has to be signed by the student, the Contact Person/Coordinator at the Sending Institution and the Contact Person/Coordinator at the Receiving Institution. Any modification to the Learning Agreement needs to be agreed by the three parties. The Contact Person/Coordinator at University of Macerata is the <a href="#">Erasmus Departmental Coordinator (list above)</a>. The student has to refer to the Erasmus Departmental Coordinator corresponding to the field of study of the relevant Erasmus Agreement.</p> <p><b>Maximum amount of credits:</b> - 30 credits per semester for a full-time study workload - 60 credits per full academic year for a full-time study workload</p>
<p><b>INTERNATIONAL STUDENTS</b> <b>COMING FROM EXTRA UE</b> <b>BILATERAL AGREEMENTS</b> <i>LEARNING AGREEMENT</i></p>	<p>The Learning Agreement has to be signed by the student, the Contact Person/Coordinator at the Sending Institution and the Contact Person/Coordinator at the Receiving Institution. The Contact Person/Coordinator at the University of Macerata is the <a href="#">Extra Eu Bilateral Agreement Coordinator (list above)</a>. - 30 credits per semester for a full-time study workload - 60 credits per full academic year for a full-time study workload</p>
<p><b>ERASMUS STUDENTS</b> <b>ITALIAN LANGUAGE AND</b> <b>CULTURE COURSES</b></p>	<p>The official language at the University of Macerata is <b>Italian</b>.</p> <p><b><u>THE MINIMUM RECOMMENDED LEVEL OF ITALIAN LANGUAGE IS A1 OF THE EUROPEAN FRAMEWORK</u></b></p> <p>Students must have reached at least the <b>A1 level</b> of Italian and <b>provide an international certificate</b> (minimum A1 of the European framework). The University Language Centre (CLA) ascertains the validity of the certificates.</p> <p>Please find below the list of certificates that the University of Macerata recognizes as valid:</p> <ol style="list-style-type: none"> <li>1. CELI - Università per Stranieri di Perugia / CVCL: <a href="http://www.cvcl.it">www.cvcl.it</a></li> <li>2. CILS - Università per Stranieri di Siena / Centro CILS: <a href="http://cils.unistrasi.it/">http://cils.unistrasi.it/</a></li> <li>3. IT - Roma Tre / Ufficio della Certificazione – Dipartimento di Linguistica: <a href="http://www.certificazioneitaliano.uniroma3.it">www.certificazioneitaliano.uniroma3.it</a></li> <li>4. PLIDA - La Società Dante Alighieri / Progetto PLIDA: <a href="http://www.societadantealighieri.org/it/">http://www.societadantealighieri.org/it/</a></li> </ol> <p>The certificates have to be released after 1 January 2016 Other types of certificates will not be accepted. <b>Certificates must be sent as an attachment to the Application Form from April 22<sup>nd</sup>, 2021 to June 30<sup>th</sup>, 2021.</b></p>



If the certification submitted is **NOT VALIDATED** by the CLA, or if the student **CANNOT PROVIDE** an Italian language certificate (minimum A1 of the European Framework), the student will have to take a compulsory placement test of Italian Language Proficiency.

**STUDENTS WHO DO NOT HAVE A CERTIFICATION VALIDATED BY THE CLA AND MUST TAKE THE ONLINE PLACEMENT TEST**

Students who have not submitted an International Certificate of Italian language approved by the CLA have to register on the platform <http://CLAcourses.unimc.it/> from **April 22<sup>nd</sup>, 2021 to June 30<sup>th</sup>, 2021**. With the information provided during the registration (email + password) you have to carry out the placement test via the link <http://moodle.unimc.it>. At the end of the test, students will be redirected to the Course page <http://CLAcourses.unimc.it/> which allows them to enroll in the course of the corresponding level, according to the result obtained.

**STUDENTS WHO MUST ATTEND THE INTENSIVE COURSE OF ITALIAN LANGUAGE (A0 / A1 LEVEL)**

Students who do not pass the placement test and therefore do not reach the minimum A1 level has to **attend a 50-hour intensive course of Italian language of basic level** (free of charge but compulsory) and sit the final exam. The course will take place in Macerata, either in September (students arriving in the first semester) or in mid-January (students arriving in the second semester), before the start of the academic classes.

**INTENSIVE COURSE OF ITALIAN LANGUAGE (COMPULSORY) – 50-hour course of basic level (A0-A1)**

- **First semester (Fall semester): from September 13<sup>th</sup>, 2021 to October 5<sup>th</sup>, 2021**
- **Second semester/spring semester: from 24<sup>th</sup> January 2022 until 18<sup>th</sup> February 2022.**

Students who have to attend this course are recommended to organize their arrival in Macerata accordingly.

In order to take the final exam, the student must attend 75% of the lessons on site (38 hours minimum). Students who pass the final exam obtain 8 CFU/ECTS.

All international students (both Erasmus and Bilateral Agreements students) may attend Italian language courses organized exclusively by the University Language Centre (CLA). They cannot attend other Italian language courses organized by the Departments.

**DURING THE FIRST AND SECOND SEMESTER – 40-hour courses of A2/B1/B2/C1 level**

**REGISTRATION for Italian language courses (A2/B1/B2/C1 level)**

- Students must register in advance on the platform: <http://CLAcourses.unimc.it/>
- With the information provided during the registration (email + password) students have to carry out the placement test via the link <http://moodle.unimc.it>.
- At the end of the test, students will be redirected to the Course page <http://CLAcourses.unimc.it/> which allows them to enrol in the course of the corresponding level, according to the result obtained.

In order to take the final exam, the student must attend 75% of the lessons on site (30 hours minimum). Students who pass the final exam obtain 8 CFU/ECTS.

More information about Italian Language courses is available at the following links:

- <http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/minimum-recommended-level-of-italian-and-english-language>
- <http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/italian-language-courses/information>
- <http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/italian-language-courses/italian-language-courses-free-on-site-courses>

**ERASMUS STUDENTS  
COURSES TAUGHT IN ENGLISH**

**THE MINIMUM RECOMMENDED LEVEL OF ENGLISH IS B1 OF THE EUROPEAN FRAMEWORK.**

Please note that here in Macerata only a few courses are taught in English. In order to attend courses taught in English, Erasmus students are required to have a **B1 level in English** and to provide an **English certificate** (minimum B1 of the European Framework). **The certificate must be sent as an attachment to the on-line application form.**

**Attention:** Students who do not have the minimum recommended level of Italian (A1) **must attend the Intensive Course of Italian for Beginners** even though all the courses they will follow in Macerata are entirely taught in English. The Italian course is a way of facilitating student integration as the official language in Macerata is Italian and not English.



**INTERNATIONAL STUDENTS  
COMING FROM EXTRA UE  
BILATERAL AGREEMENTS  
ITALIAN LANGUAGE AND  
CULTURE COURSES**

**The official language at the University of Macerata is Italian.** In order to succeed in the academic environment, it is essential that students quickly develop a knowledge of the language. Therefore, we strongly recommend to start studying the language before coming to Macerata. Students who want to attend an Italian Language Course have to take a compulsory placement test of Italian Language Proficiency. The placement test will be held on-line.

How to register at the compulsory entrance test of Italian Language Proficiency:

- From April 22<sup>nd</sup>, 2021 to June 30<sup>th</sup>, 2021, students must register in advance at the online services of the University of Macerata through the link: <http://CLAcourses.unimc.it/>
- Then the student must log in to the test platform (with username and password provided during the registration) at the link <http://moodle.unimc.it> and carry out the placement test.
- At the end of the test, the student will be directed to the web page: <http://clacourses.unimc.it> and will be able to enroll to the corresponding course level based on the obtained results.

Students who do not pass the placement test and therefore do not reach the minimum A1 level can **attend a 50-hour intensive course of Italian language of basic level** (free of charge) and sit the final exam. The course will take place in Macerata, either in September (students arriving in the first semester) or in mid-January (students arriving in the second semester), before the start of the academic classes.

**INTENSIVE COURSE OF ITALIAN LANGUAGE – 50-hour course of basic level (A0-A1)**

- **First semester (Fall semester): from September 13<sup>th</sup>, 2021 to October 5<sup>th</sup>, 2021**
- **Second semester/spring semester: from 24<sup>th</sup> January 2022 until 18<sup>th</sup> February 2022.**

Students who have to attend this course are recommended to organize their arrival in Macerata accordingly.

In order to take the final exam, the student must attend 75% of the lessons on site (38 hours minimum).  
Students who pass the final exam obtain 8 CFU/ECTS.

**All international students (both Erasmus and Bilateral Agreements students) may attend Italian language courses organized exclusively by the University Language Centre (CLA). They cannot attend other Italian language courses organized by the Departments.**

**COURSES TAUGHT IN ENGLISH**

Please note that here in Macerata only a few courses are taught in English. **In order to attend courses taught in English, Erasmus students are required to have a B1 level in English and to provide an English certificate (minimum B1 of the European Framework).** The certificate has to be issued after 1 January 2016 by the Home University or by one of the following internationally recognized certification institutions (e.g. Cambridge, Toefl...).

**The certificate must be sent as an attachment to the on-line application form.**

**ACCOMMODATION**

There are very few available rooms in the University Residences.  
Students wishing to get a room should tick the **relevant section on the Application Form** ('first come, first served').

In mid-July / mid-December, students will receive an email informing them whether or not they have been allocated accommodation in the University Residences.

We offer some places in the university residences but most of our incoming students find a room in private flats (average rent 150,00-350,00 euro per month).

Students usually check the offers on our online notice boards and look for available flats when they arrive in Macerata, either by themselves or supported by their Italian Erasmus friends.

Students can also ask for help and support to Macerasmus, an association that is always available to help incoming students both for university and in daily life.

<http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/macerasmus-esn-erasmus-student-network>

All information on accommodation (university residences and private flats) are available at <http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/accommodation-1>

**VISA & POLICE  
REGISTRATION**

**For NON-EUROPEAN students only:**

Please note that **non-EU students coming from a European University** no longer need to apply for a residence permit within 8 days of their arrival in Italy but only need to fill in a **Declaration of Presence** for the Police Headquarters in Macerata. In order to complete



	<p>the <b>Declaration of Presence</b>, students need to attach a copy of their <b>residence permit issued by the country in which they are studying</b>.</p> <p>Please note that <b>non-EU students coming in the framework of an EXTRA UE BILATERAL AGREEMENT</b> and staying in Italy for more than 3 consecutive months must apply for a E.U. <b>Residence Permit for Study Reason within 8 days</b> within 8 days of their arrival in Italy.</p> <p>Further information is available at the following link:  <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/police-registration">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/police-registration</a></p>
<p><b>INSURANCE</b></p>	<p><b>All students must have</b> a health insurance certificate valid in Italy for the entire duration of their stay in the country. This applies to both EU and non-EU citizens.</p> <p>We advise students to come to Italy with such health insurance in order to avoid delays in obtaining residence permits for non-EU students. Documents must be legible and written in Italian or English.</p> <p>Further information is available at the following link:  <a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/italian-healthcare-system">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/italian-healthcare-system</a></p>
<p><b>HOW TO REACH MACERATA and the INTERNATIONAL MOBILITY OFFICE</b></p>	<p><a href="http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/travel-information">http://iro.unimc.it/en/students/incoming-students/erasmus-incoming-students/erasmus-incoming-students/practical-information/travel-information</a></p>
<p><b>OTHER REMARKS</b></p>	<p>Macerata is located in central Italy in the Marche region. It stands on a 313-metre hill, 30 km from the Adriatic Sea and 60 km from the Umbria-Marche Apennines. It is ideally located for students to travel throughout the country.</p> <p>The University of Macerata has played a truly remarkable role since its foundation in 1290. It is one of the oldest universities in Italy. It boasts more than 13,000 students and five departments that are located within the medieval walls of the historic center. Macerata is a city of art, with a typical medieval atmosphere and a high quality of life. "International', 'young' and 'friendly' are words commonly used to describe the city. The cultural liveliness of the historic center invites you to learn something about its past or to enjoy a meal or a drink in a wide choice of cafés and bars.</p> <hr/> <p><b>SELF-STUDY WITH THE APP 'ITALIAMO'</b></p> <p>Before arriving in Macerata, students wishing to learn basic Italian and improve their knowledge of the Italian culture may download the app <b>ItaliAmo</b>, created by the Italian Ministry of Foreign Affairs.</p> <p>Try it out and download it at the following link:          iOS  <a href="https://itunes.apple.com/us/app/italiamo/id1341662965?l=it&amp;ls=1&amp;mt=8">https://itunes.apple.com/us/app/italiamo/id1341662965?l=it&amp;ls=1&amp;mt=8</a>          Android  <a href="https://play.google.com/store/apps/details?id=com.italia.ovosodo">https://play.google.com/store/apps/details?id=com.italia.ovosodo</a></p> <p>ItaliAmo is interactive, fun and intuitive!          The language course is presented as a journey through Italy and its regions with Leo and Lisa, two characters resembling the well-known Leonardo Da Vinci and Mona Lisa. Each stage consists of four sections: dialogue, phrases, exercises and culture.</p> <p>At the moment, the App is only available in English, German and Chinese, but later this year it will be translated into other languages.</p> <p>Definitely, ItaliAmo is a very useful tool to learn basic Italian before your arrival in Macerata.</p> <hr/> <p><b>Website Update In-Progress!</b>          Currently updating the <a href="http://iro.unimc.it/en/students/incoming-students">http://iro.unimc.it/en/students/incoming-students</a> website for new content and relevant information.</p>